



## **Board of Trustees Governance Committee**

Thursday, September 18, 2025

NHTI - Concord's Community College, Grappone Hall 106

**Attendees:** Committee Chair Donnalee Lozeau, Executive Director Shannon Reid, Trustee Nick Toumpas, Trustee Sharon Harris, Trustee William Cunningham, GBCC President Cheryl Lesser

**Regrets:** Trustee Tiffany Eddy

### **Meeting Minutes:**

Committee Chair Lozeau called the meeting to order at 12:57pm.

### **Approval Items:**

1. Trustee Toumpas motioned to approve the 12/12/2024, and 4/9/2025 committee meeting minutes as presented, Trustee Harris seconded the motion. Motion carried unanimously.

### **Discussion Items:**

1. Questionnaire for 2026 slate of officers

Committee Chair Lozeau reviewed last year's questionnaire. There was some confusion as to whether committee chairs were officers, they are not, however, they have a seat on the Executive Committee.

2. Chancellor's Annual Review

There was a brief discussion about how the process works and how the voting trustees get to weigh in on the Chancellor's performance. The Executive Committee will be discussing this topic in greater detail.

3. Protocol for Stipends

There was a discussion about the difference between a confidential non-covered employee covering a position for someone for a few days as opposed to being an interim during a search process. They want to ensure that folks doing that additional work for several weeks to months is provided with a stipend for their service. This is commonly done at the lower levels, however, it is done slightly differently with a temporary salary/hourly wage increase through payroll and the process is documented. Director Appleby also noted that the state has a similar process that is documented and he will send it to Committee Chair Lozeau for review.



#### 4. Other Business

Committee Chair Lozeau thanked Director Sawyer for reviewing and proposing revisions to Board Policy 300.

There was a discussion about the meeting materials being sent out ahead of time lacking in detail and they would like to have all the information ahead of time, including the PowerPoint presentation. Committee Chair Lozeau requested the other committee chairs reach out to her and let her know what they would like to see in the packets moving forward. The more information they have ahead of time the smoother and quicker the meetings go.

With no further business to attend to the meeting adjourned at 1:22pm.

Respectfully submitted,

Cassandra Hoefs  
Executive Assistant to the Chancellor and the Board of Trustees